

1. Which of the following is true of project managers' experience? Select all that apply. 3333333333333333 / 1 point

☒ They need to know every single detail about the project at all times

⊗ This should not be selected  
Details matter in project execution, but a project manager must also focus on strategy. If everyone on the team understands their objectives and has what they need to be successful, they can work on their individual project details.

- ✓ They need to be an expert in the project's field

⊗ This should not be selected  
While having expertise in a field may be helpful, it isn't necessary. Project managers bring on team members with different areas of expertise to work on the project.

☒ They need to have a lot of experience within the organization running the project

⊗ This should not be selected

While experience within an organization can be helpful, it isn't necessary. In order to successfully manage a project in any organization, project managers need the skills, knowledge, tools, and techniques to effectively run a project.

☒ They need to know how to manage a budget

✓ **Correct**  
If budget management is part of operating a project, it's helpful to have this experience prior to starting. Remember, operating a personal budget is experience!

☒ They need to have a lot of technical knowledge about the project

⊗ This should not be selected

Actually, a project manager may benefit from not being a technical expert. When communicating with management and stakeholders, they won't get caught up in the unnecessary details.

- They need to be familiar with project management tools

✓ **Correct**  
While it's possible to learn how to use project management tools (such as a spreadsheet or digital calendar) during a project, it's helpful for project managers to understand the tools prior to starting a project.

2. Which skill should a project manager use when dealing with change and ambiguity? 1 / 1 point

- ☒ Flexibility
- ☐ Effective organizational skills
- ☐ Escalating risks

☐ Enabling decision-making



Correct

When dealing with change and ambiguity, a project manager needs to be flexible. This skill allows them to adapt and overcome challenges.

3. Using tools such as a digital calendar and a spreadsheet to track team tasks is evidence of what project management skill?

1 / 1 point



Effective organizational skills



Communicating and escalating



Flexibility



Enabling decision-making



Correct

As a project manager, you will use several processes, such as tracking daily tasks and sending frequent status updates to complete your project.

4. Which of the following flexible planning strategies can help a project manager during times of unpredictability? Select all that apply.

0.75 / 1 point



Rely on the knowledge of key stakeholders rather than trusting the expertise of team members.



This should not be selected

Project managers should trust the expertise of the members of their team. Accordingly, project managers can discuss what they already know or believe to be true about components of the project based on their areas of expertise. Project managers should also plan for risks and challenges, assess external constraints, and calculate float in the schedule.



Plan for risks and challenges.



Correct

When project managers consider the risks that may occur, they may be able to find solutions for them in advance. Project managers should review past projects and examine the challenges they faced. Then they should evaluate if similar challenges could occur in this project and prepare accordingly.



Assess external constraints.



Correct

Leaving extra time in the schedule for external events such as vacations and holidays can help minimize the impact to the project.



Calculate float in the schedule.



Correct

Project managers should determine the amount of float certain tasks have to help them figure out where they can change the order of tasks or juggle resources if needed.